DATE:  August 27, 2015

POSITION TITLE:  Full-time Student Success Coordinator (One-Year Grant Funded, Ends September 2016)

INSTITUTION:  Kennebec Valley Community College (KVCC) is a 2-year comprehensive community college in the center of Maine serving approximately 2400 students from Somerset, Kennebec, and Knox counties and well beyond. In 2014, KVCC expanded its Fairfield-based operation to include a new 600-acre Harold Alfond Campus in Hinckley, Maine. KVCC’s Alfond Campus offers an unparalleled environment for inspiring new academic energy and innovative thinking. KVCC is a highly collegial environment emphasizing respect for employees, students, and the community we serve.

SALARY: Salary and benefits commensurate with the Agreement between the Maine Community College System Trustees and the MEA Administrators Unit; Range III ($38,436.29 - $48,689.95)

QUALIFICATIONS: Bachelor’s Degree in Counseling, Psychology, Education or related field and at least 2 years of student service experience. Master’s Degree is preferred. Strong organizational and written and oral communication skills are required. A demonstrated ability to work well in a team and computer use skills are required.

RESPONSIBILITIES: Coordination of first year retention activities; implementation of a first year seminar for students on probation; implementation of a summer bridge program for first year students. Schedule may include day, evening and weekends.

APPLICATION PROCEDURE: Initial review of applications will begin on September 11 and continue until the position is filled. Submit the following: cover letter, resume, transcript of highest degree earned, KVCC Application for Employment (visit: http://www.kvcc.me.edu/employment and download form), and a list of three (3) professional references with contact information to:

mbrennan@kvcc.me.edu
Monica L. Brennan
Executive Assistant to the President

Kennebec Valley Community College is an equal opportunity affirmative action institution and employer. For more information, please contact the Affirmative Action Officer at 453-5000.